

HOLLYWOOD MEDIA DISTRICT BID MEETING OF SAFE COMMITTEE

RED STUDIO
Thursday, March 17th, 2016 10:00am

MEETING MINUTES

Attending: C. Cassella, S. Costello, R. Groeper, JL Singer

Absent: T. Lee

Guests: L. Schechter, J. Omahen, J. Collins

I. Call to Order

Chair Cassella called the meeting to order at 10:10am

II. Introductions and Public Comments

No Public Comments. Introduction of Red Studio's Head of Security, Joel Collins

III. BID Security Surveillance Camera System *Cassella provided historic background on camera system. Question arose as to who own the camera system. Question on legal issues regarding if BID could own a surveillance system to monitor the public right of way. Motion made by JL Singer, seconded by R. Groeper, and carried unanimously to discontinue maintenance contract. Further discussion ensued regarding the proposed contact savings of \$15,000 and how the money would be reallocated. Motion made by R. Groeper, seconded by annual to contact Hollywood Entertainment BID regarding cameras at LAPD, inquire who owns the cameras, and advise LAPD of removal of said cameras. Further Motion made by R. Groeper, seconded by S. Costello - Motion carried unanimously to instruct BID staff to investigate Security Surveillance Companies to provide BID discount for Stakeholder's interested in installing individual security systems at Stakeholder's cost.*

IV. Universal Protection Services *Cassella, Goldman, and Schechter have reviewed the existing UPS Contract dated 2009. Cassella mentioned placing the Security contract out to bid to Joel Collins, Head of Red Studios' spoke of the advantages of having the larger Stakeholder's having the same security company. Important to look at skill sets and interpersonal skills, each Stakeholder has different needs. Motion made by R. Groeper, seconded by S. Costello – Motion carried unanimously to direct BID staff to create a RFP to place the Safety and Ambassador contract out to bid. Further motion made by R. Groeper, seconded by JL Singer – Motion carried unanimously to investigate the feasibility of hiring an in-house BID Employee Security Captain to interface with BID Security Team and Security Contractor.*

V. Parking In BID *Motion made by R. Groeper, seconded by S. Costello - Motion carries unanimously to direct BID staff to investigate and pursue Oversized Vehicle Restriction's in BID including but not limited to vehicles that are in excess of 22 feet in length or over 84 inches in height between the hours of 2am and 6am.*

VI. New Business *R. Groeper mentioned the feasibility of moving Street Cleaning hours. Chair Cassella recommended this matter to be taken up by Clean Committee.*

VII. Adjournment/Next Meeting *There being no further business before the Committee, Cassella adjourned the meeting at 11:30am. Next meeting scheduled for Wednesday April 20th, 2016 at Red Studios at 12 noon. Further it was agreed by consensus that a Standing Safe Committee will be scheduled on the 3rd Thursday of the month at 12 noon.*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of SAFE COMMITTEE
Red Studios – 846 N. Cahuenga Blvd.
Wednesday, April 20, 2016 – 12pm

MEETING MINUTES

Attending: C. Cassella, S. Costello, R. Groeper, T. Lee, JL Singer

Absent: none

Guests: M. Ankney, J. Omahen, L. Schechter

- I. Call to order
Chair Cassella called the meeting to order at 12:20pm
- II. Introductions and Public Comments
M. Ankney asked about the BIDs efforts to have the City post certain streets with signage restricting over-sized vehicle parking. Schechter said she is working with CD13 on this matter.
- III. Approval of Safe Committee meeting minutes
March 17, 2016 Safe Committee meeting.
On a Motion by Lee, seconded by Groeper, the Safe Committee voted to approve the minutes.
- IV. BID security surveillance camera system
It was mentioned that the Committee's last meeting recommendation was to discontinue service maintenance and to no longer pay for this monthly. Schechter told the Committee she had spoken with Kerry Morrison and the Hollywood Entertainment District BID does not have any connection to our Media District' camera system, and a decision to discontinue with our camera system would not effect Kerry's BID camera system. The Committee recommended presenting the recommendation to discontinue the HMD security surveillance system to the full Board at the next Board meeting for their approval.
- V. Universal Protection Services
Cassella told the Committee there had been a meeting with Universal Protection Services (UPS) last week to discuss issues as of late. Schechter reported that the security deployment is down to 6 officers, and that UPS has stepped up their officer recruiting efforts. Schechter also added that the BID had proposed increasing officer pay rates to help retention, provided that UPS can reduce their rate of carrying the overhead costs. Schechter said UPS was told they have until May 1st to respond back to us regarding this. There was discussion pertaining to management of security staffing and supervision.
- VI. New Business
Cassella mentioned that the BID's security vehicle has had to go in for more repairs. Schechter added that in the past 6 months the vehicle as need a number of repairs and costs are adding up. Cassella said the BID should consider a lease for and when we decided to replace the vehicle, and she asked Schechter to look at the budget as to how this could work.
- VII. Adjournment was at 1:20pm

HOLLYWOOD MEDIA DISTRICT BID
Meeting of SAFE COMMITTEE

LGBT Center, 1220 N. Highland Ave., Hollywood CA
Thursday, June 16, 2016 – 12noon

MEETING MINUTES

Attending: C. Cassella, S. Costello, R. Groeper, T. Lee, JL Singer

Absent: none

Guests: J. Omahen, L. Schechter

- I. Call to order
Chair Cassella called the meeting to order at 12:10pm
- II. Introductions and Public Comments
none
- III. Approval of Safe Committee meeting minutes
April 20, 2016 Safe Committee meeting.
On a Motion by Lee, seconded by Costello, the Safe Committee voted unanimously to approve the minutes.
- IV. Universal Protection Services
*Schechter handed out three different proposals from UPS regarding new pay rate schedules and explained. Cassella further explained the differences between the proposals, and the Committee discussed the varying day-to-day needs of the BID for patrols. There were concerns about the night-time shifts and if the patrol officers are actually out of the office and patrolling. The Committee thought that of the three proposals the last one marked C is the best. **On a Motion by Lee, seconded by Costello, the Safe Committee voted unanimously to recommend the UPS officer pay rate proposal schedule marked with a C, and recommended that the Committee review this again after 6 months. Furthermore, the Motion includes directing staff to ask UPS for an updated contract reflecting the new pay rates.***
Cassella and Schechter told the Committee there has been a thought to hire and employ the captain, or rather head of security, as an HMD employee. They said this would be looked into and what the differences of BID costs would be, which would include the employee insurance.
- V. Security Patrol vehicle
Cassella handed out copies of information sheets about several different makes of vehicles. Discussion followed pertaining to their rear stowing space, averaging miles per gallon of gas and perhaps a hybrid, overall size, purchase price as well as price to lease. The three vehicles that the Committee preferred were a Renegade Sport, Ford Escape Hybrid, and a Ford Edge. Anabel mentioned the possibility of purchasing a pre-owned vehicle that would be of significant cost savings. Schechter mentioned that Capt. Acevedo advocated for the color of the vehicle to be black.

On a Motion by Lee, seconded by Groeper, the Safe Committee voted unanimously to direct staff to further investigate and get more information about the three different vehicles, and to get more information about the advantages/disadvantages regarding leasing or buying it out right.

Schechter also mentioned that the light bar on top of the vehicle now is not working, and she recommended we wait until we have a new vehicle to repair it and move it onto the new vehicle. All agreed.

VI. Adjournment was at 1:15pm

HOLLYWOOD MEDIA DISTRICT BID
SPECIAL Meeting of SAFE COMMITTEE
LGBT Center, 1220 N. Highland Ave., Hollywood CA
Wednesday, July 20, 2016 – 12noon

SPECIAL MEETING MINUTES

Attending: C. Cassella, R. Groeper, T. Lee, JL Singer

Absent: S. Costello

Guests: J. Omahen, Ethan

- I. Call to order
Chair Cassella called the meeting to order at 12:10pm
- II. Introductions and Public Comments
Ethan introduced himself and said his step-father is Ferris Wehbe.
- III. Approval of Safe Committee meeting minutes
June 16, 2016 Safe Committee meeting.
On a Motion by Groeper, seconded by Anabel (not on Committee), the Safe Committee voted unanimously to approve the minutes.
- IV. Universal Protection Services
Cassella handout copies of a newly proposed and updated contract with Universal Protection Services. She said there will be no full Board of Directors meeting in July, and suggested having the contract finalized and readied for review at the August Board meeting. Cassella asked the Committee members to read over the proposed contract and let her know of suggested changes. Cassella mentioned that there was an idea of hiring the Captain of Security Patrol as a BID employee, but she said that after investigating the carrying costs it was not recommendable. It was the Committee's wish to have Capt. Cesar Acevedo attend upcoming and future Safe Committee meetings, and there was mention to have him attend full Board of Directors meetings and give reports.
- V. Security Patrol vehicle
Cassella handed out info sheets about various vehicles. Questions and discussion by the members included whether to lease or buy, costs, and differences between the suggested vehicles. The Committee all agreed that if the BID buys a vehicle, the Kia warranty is much longer and better than any other makes of vehicles, although there were concerns about servicing being that there is not a Kia dealership nearby. Staff was asked to get more information about both the Kia Sportage and Sorento.
- VI. New Business
Groeper mentioned the matter of Committee members getting reports of crime in the area. Staff was asked to get and make copies for the Committee members the LAPD crime stats from the LAPD.com Crime Mapping site.

Cassella mentioned she would not be able to attend the next regularly scheduled Safe Committee meeting on Aug. 18th, and asked the members if they would be available for a rescheduled meeting either on Mon., Aug. 22nd or Tue., Aug. 23rd. Staff was asked to follow up with members' availabilities and if the LGBT Center is available.

VII. Adjournment was at 1:20pm, next meeting Thur., Sept. 15th, 12noon

*Submitted by HMD Secretary, Carol Cassella
Prepared by HMD Operations Manager, Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the SAFE COMMITTEE
LGBT Center, 1220 N. Highland Ave., Hollywood CA
Monday, August 22, 2016 – 12noon

MEETING MINUTES

Attending: C. Cassella, S. Costello, R. Groeper
Absent: T. Lee, JL Singer
Guests: C. Acevedo, W. Anabel, T. Harter, J. Omahen, M. Padilla, L. Schechter, F. Wehbe

- I. Call to order
Chair Cassella called the meeting to order at 12:10pm
- II. Introductions and Public Comments
F. Wehbe said he was at this meeting because he is concerned about security and safety issues in the area related to the LGBT Center's operation. New Boardmember Miguel Padilla introduced himself and said he was attending to learn more about the BID's Committees and their function.
- III. Approval of Safe Committee meeting minutes
July 20, 2016 Safe Committee meeting.
On a Motion by Groeper, seconded by Cassella, the Safe Committee voted unanimously to approve the minutes.
- IV. Universal Protection Services contract
Cassella told the Committee she has only received comments from L. Goldman, and she asked the Committee Members for their input as soon as possible. Cassella said she would be sending a draft of the new UPS contract to D. Bass for a legal review.
- V. Security Patrol vehicle
*Schechter reported she and Capt. C. Acevedo went to the Kia dealership in Glendale, and Acevedo test drove a Kia Sorento. Schechter said she talked to a salesperson and pricing was in line with information she had from online investigating. It was mentioned that perhaps buying a vehicle from nearby Honda of Hollywood would be more convenient and practical. Cassella said the Committee needs to move forward more quickly with the review of all options and make a recommendation as to what make of vehicle to buy and where to buy it. Cassella asked staff to get information about a Honda CRV from Honda of Hollywood. ***On a Motion by Costello, seconded by Groeper, the Safe Committee voted unanimously to instruct staff to get pricing information and specifics for a Honda CRV from Honda of Hollywood and report back to the Committee.****

VI. New Business

a. Proposed traffic signal intersection at Santa Monica Blvd./Seward St.

*Schechter briefed the Committee as to the current need and the need in the future for a traffic signal intersection on Santa Monica Blvd. at Seward St. Tim Harter said because Santa Monica Blvd. is a State Highway, this matter would need to be evaluated by Caltrans by doing a traffic study. Harter added that if this proposed signal was determined to be warranted, funding for it would be needed. He mentioned that the work to install a traffic signal would be done by Caltrans. Harter also said that the BID's advocacy for this signaled intersection would be very helpful. **On a Motion by Costello, seconded by Groeper, the Safe Committee voted unanimously to instruct staff to write a letter of advocacy and request to the State of CA to do a traffic study at the intersection of Santa Monica Blvd. and Seward St. to evaluate the need for a traffic signal.***

VII. Adjournment was at 1:10pm, next meeting Thur., Sept. 15th, 12noon

Submitted by HMD Secretary, Carol Cassella

Prepared by HMD Operations Manager, Jim Omahen

HOLLYWOOD MEDIA DISTRICT BID
SPECIAL Meeting of the SAFE COMMITTEE

LGBT Center, 1220 N. Highland Ave., Hollywood CA

Monday, August 22, 2016 – 1pm

SPECIAL MEETING MINUTES

Attending: C. Cassella, S. Costello, R. Groeper

Absent: T. Lee, JL Singer

Guests: C. Acevedo, W. Anabel, S. Burn, J. Defeve, K. Flickinger, J. Omahen,
L. Schechter, D. Wehbe, F. Wehbe

I. Call to order

Chair Cassella called the meeting to order at 1:25pm

II. Introductions and Public Comments

All those attending introduced themselves.

III. LGBT Center Project – safety concerns

Cassella asked F. Wehbe to speak. Wehbe said his input was not incorporated into the proposed new LGBT Center's Plan. Costello said the LGBT Center has been holding community meetings for the past three years, and also there have been a number of meetings and presentations regarding the proposed new Center. Costello added that the Center is committed to the community's concerns and they have made changes accordingly.

F. Wehbe said he had heard the new Center will have a 4000 sq. ft. kitchen and was concerned if there would be a feeding program for homeless individuals located there. Burn said the new Center's kitchen will be 1850 sq. ft. and there are no plans to do a feeding program for the homeless. Burn said the kitchen will be for clients and for serving residents.

Cassella asked what does the community want from the Safe Committee as well as from the BID. F. Wehbe said the community would like to see 24/7 security at their current location and at the new Center when it's completed. Representatives from the Center said their security service is union and that there are issues and matters concerning that. Costello said that the Center can increase their security now.

There was discussion about holding monthly coordination meetings between the Center and the community, as well as all other stakeholders concerned. It was mentioned that the BID can coordinate and organize these meetings, and that these meetings could be held immediately following the BID's monthly Safe Committee meetings. The next scheduled monthly Safe Committee meeting will be held here at the Center on Sept. 15, starting at 12noon and running until about 1pm.

VI. Adjournment was at 3:25pm

Submitted by HMD Secretary, Carol Cassella

Prepared by HMD Operations Manager, Jim Omahen

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the SAFE COMMITTEE
LGBT Center, 1220 N. Highland Ave., Hollywood CA
Thursday, Sept. 15, 2016 – 12noon

MEETING MINUTES

Attending: C. Cassella, R. Groeper, T. Lee
Absent: S. Costello, JL Singer
Guests: C. Acevedo, W. Anabel, J. Omahen, L. Schechter

- I. Call to order
Chair Cassella called the meeting to order at 12:30pm
- II. Introductions and Public Comments
BID Patrol Capt. Cesar Acevedo was asked about the LGBT Center's clients, and how much of BID security service and time involves issues related to those clients. Acevedo said he estimates about 20% of their calls from area businesses have to do with problematic youth. Acevedo added that when the Patrol Officers respond to a call for service and engage with a youth, the Patrol Officers do ask them if they are coming to or leaving from the LGBT Center. He mentioned that some youth do not tell nor do they give much information to the Officers. It was mentioned that the LGBT Center would be having a meeting on Mon., Sept. 19th. The Safe Committee advised Acevedo to not attend this meeting.
- III. Approval of Safe Committee meeting minutes
Mon., Aug. 22, 2016 Safe Committee meeting.
Mon., Aug. 22, 2016 SPECIAL Safe Committee meeting.
On a Motion by Groeper, seconded by Cassella, the Safe Committee voted with a majority to approve both meeting minutes. Lee abstained.
- IV. Universal Protection Services contract
*Schechter reported that there have been changes made to the new proposed draft UPS contract. She said the new proposed draft contract has been sent to UPS for their review. **On a Motion by Lee, seconded by Cassella, the Safe Committee voted unanimously to approve the new proposed draft contract between Universal Protection Services and the Media District BID.***
- V. Security Patrol vehicle
*Schechter reported she and Capt. Acevedo went to Honda of Hollywood, and Acevedo test drove a Honda CRV vehicle. Schechter said she talked to a salesperson and pricing information for purchase of a Honda CRV was included with the Members agenda handouts. The Committee asked if the current security vehicle would be used as a traded in. Schechter said this is not certain, but she will follow up on this. Schechter mentioned that there would be additional costs after purchase of vehicle. Costs would include installing a new light bar on top of vehicle, installing a radio receiver, possibly installing a hand controlled spot light, and doing a BID Patrol identifying graphic wrap. **On a Motion by Lee, seconded by Groeper, the Safe Committee voted unanimously to approve and recommend allocating up to \$33,000 for the purchase of a***

Honda CRV from Honda of Hollywood – and furthermore this \$33,000 would include costs of installing a new light bar on top of vehicle, installing a radio receiver, possibly installing a hand controlled spot light, and doing a BID Patrol identifying graphic wrap. In addition, staff was instructed to fully investigate and evaluate all specifics and costs, and make best choices regarding value pricing.

VI. New Business
None

VII. Adjournment was at 1:35pm
Next meeting Thur., Oct. 20, 2016, 12noon

*Submitted by HMD Secretary, Carol Cassella
Prepared by HMD Operations Manager, Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the SAFE COMMITTEE
LGBT Center, 1220 N. Highland Ave., Hollywood CA
Thursday, October 20th, 2016 – 12noon

MEETING MINUTES

Attending: C. Cassella, S. Costello, R. Groeper, T. Lee
Absent: JL Singer
Guests: C. Acevedo, W. Anabel, J. Omahen, L. Schechter

- I. Call to order
Chair Cassella called the meeting to order at 12:20pm
- II. Introductions and Public Comments - *none*
- III. Approval of Safe Committee meeting minutes
Thursday, September 15th 2016 Meeting
On a Motion by Lee, seconded by Groeper, the Safe Committee voted to approve the minutes.
- IV. Universal Protection Services Contract
Schechter reported we are waiting for UPS response to the draft contract.
- V. Security Patrol Vehicle
Finance and Executive Committees recommended the increase from \$33,000 up to \$35,000 - this will be presented to the Board of Directors for final approval on October 27, 2016. As per the Executive Committee, they indicated a color preference of white as it is most visible.
- VI. New Business
 - i) Captain Acevedo wanted to clarify his prior statement at the Special Safe Committee Meeting on Monday August 22nd, regarding the percentage of calls within the District. Acevedo estimated that approximately 20% of calls generated from the BID are in response to the transgender community - not specific to the LGBT Center located on Highland Avenue.
 - ii) Captain Acevedo reported number of calls, incidents, and observations within the District. The Committee recommended updating the “report sheet” to be more specific.
- VII. Adjournment was at 1:35pm
Next meetings
Thursday November 3rd JT Safe/PLUM Committee 3pm – Musicians Union
Thursday November 17th Safe Committee 12 noon – LGBT Center

Submitted by HMD Secretary, Carol Cassella
Prepared by HMD Executive Director, Lisa Schechter

HOLLYWOOD MEDIA DISTRICT BID

Meeting of the CLEAN COMMITTEE

Musicians Union, 817 N. Vine St., Hollywood CA 90038

Thursday, March 24, 2016 – 1:30pm

MEETING MINUTES

Attending: C. Cassella, R. Groeper, T. Lee, S. Loverro

Absent: J. Massachi

Guests: J. Omahen, S. Romano, L. Schechter

I. Call to order

As the first Clean Committee meeting to be held by the HMD, Committee Chair Groeper called the meeting to order at 1:35pm.

II. Introductions and Public Comments

Romano mentioned that LABT will be holding their Annual Fundraising Event the evening of Thur., June 23rd.

III. There were no minutes to approve

First Clean Committee meeting to be held by the HMD.

IV. LABT matters and concerns

(1) Groeper asked about the status of missing and damaged trees in the BID. Romano said there is a total of 957 trees in the BID and there were 24 trees missing at last count, and possibly it could be as many as 30 now currently. Romano said the cost for a new tree is about \$200, and if all missing trees were to be replanted it would take an estimated two months or so. It was also mentioned that there would be an additional cost of about \$28 per month per new tree for watering. Romano recommended watering of new trees to be for a period of 5 years to help ensure their survival.

(2) The Committee discussed other options to replanting new trees, such as planting bushes or just filling in the tree well with decomposed granite.

(3) Schechter mentioned she has ordered 15 new BID trash receptacles and they will be arriving soon.

(4) Romano was asked about LABT's test cleaning, of a few BID trash receptacles. She said this seemed to greatly help the look of the receptacle, and she commented that repainting is not necessary. It was mentioned that there are approximately 70 trash receptacles in the BID. The Committee agreed that a power wash cleaning of the BID trash receptacles would be best, and they asked Romano what the costs would be. Also the Committee said their recommendation is to remove by cutting off the donut-ring tops of the receptacles, and Romano was asked what the costs for that would be.

Romano said she would let the Committee know regarding all questions about costs.

- V. Street sweeping in the BID
 - Groeper suggested asking the City to change street sweeping hours in the BID.
 - Schechter said she has spoken to CD13 about this and they were open to the suggestion, and she added this could be done as a pilot program. Schechter will follow up with this and report back to the Committee.
- VI. New Business
 - Groeper asked Romano about a BID tree trimming schedule. Romano said a schedule would be forthcoming.
- VII. Clean Committee meeting schedule
 - The Committee agreed and decided to hold regular meetings on the 4th Thursdays of the month starting at 12:30pm, and a light lunch will be provided. The next meeting will be held on April 28th and at the Musicians Union.
- VIII. Adjournment was at 2:30pm.

HOLLYWOOD MEDIA DISTRICT BID Meeting of CLEAN COMMITTEE

Musicians Union – Hollywood, CA

Thursday, April 7, 2016 – 2pm

MEETING MINUTES

Attending: C. Cassella, R. Groeper, T. Lee, S. Loverro

Absent: J. Massachi

Guests: L. Goldman, R. Montiel, J. Miele, J. Omahen, L. Schechter

I. Call to order

Chair Groeper called the meeting to order at 2:10pm.

II. Introductions and Public Comments

Rene Montiel from the City's Street Sweeping Division was introduced.

III. Approval of meeting minutes (Motion)

*Minutes of Thur., March 24, 2016 Clean Committee meeting read by Committee Members. Groeper amended minutes: Section IV. LABT matters and concerns, Item (1), 'for a period of 5 years' change to 'for a period of 3 to 5 years.' **On a Motion by Cassella, seconded by Lee, the Clean Committee voted to approve the minutes as amended.***

IV. BID tree and trash receptacle concerns

Media BID Report to Cleaning Committee, 4/4/16, distributed to Clean Committee members. Groeper questioned Miele regarding Tree Gator Tree Watering Bag Notes and discussion followed. The Committee agreed by consensus that the bag watering system would be problematic and advised against this watering method. Groeper told Miele the BID needs an comprehensive inventory and a map of all trees in the BID.

V. Street sweeping in the BID

Rene Montiel said he is with the City's Department of Street Services and a supervisor for street sweeping in this area. He was asked by the Committee if street sweeping hours in the BID could be changed to the hours of 4am to 6:30am. Montiel said there are different hours for residential areas and for commercial areas, and to change street

sweeping hours in either area a petition would be required to do so. He was asked to provide a map of the area that indicated what street sweeping hours are for the different streets. It was mentioned that the Council Office would need to be involved in and with any proposed change to hours.

VI. New Business

None

VII. Adjournment was at 3pm.

HOLLYWOOD MEDIA DISTRICT BID Meeting of CLEAN COMMITTEE

Musicians Union – Hollywood, CA
Thursday, May 5, 2016 – 2pm

MEETING MINUTES

Attending: C. Cassella, R. Groeper, S. Loverro

Absent: T. Lee, J. Massachi

Guests: L. Goldman, J. Omahen, S. Romano, L. Schechter

VIII. Call to order

Chair Groeper called the meeting to order at 2:05pm.

IX. Introductions and Public Comments

Goldman stated she supports adding more trees in the BID and she also supports more care for trees .

X. Approval of meeting minutes (Motion)

*Minutes of Thur., April 7, 2016 Clean Committee meeting read by Committee Members.
On a Motion by Cassella, seconded by Loverro, the Clean Committee voted to approve the minutes.*

XI. BID trees

a. *Tree trimming*

Romano told the Committee there are a total of 956 trees in the BID. She said this number includes all trees. Romano continued by saying she recommends West Coast Arborist for tree trimming. Schechter said she would contact West Coast Arborist and follow up with this.

b. *Tree watering*

*Romano said tree watering is done on an as needed bases, and due to the drought conditions over the past year she recommends more frequent watering. **On a Motion by Loverro, seconded by Cassella, the Clean Committee voted to approve and recommend watering of trees along Santa Monica Blvd. and Highland Ave. one additional day per month.** Romano said she will follow up and advise as to cost.*

c. *Tree replacement*

It was mentioned that the cost of 10 new trees has already been approved. Romano said the cost for each of these new trees is \$200 each, and the monthly cost for water the ten new trees is \$225 a month. It was mentioned that there are at least ten trees missing along Santa Monica Blvd. and along Highland Ave. Romano advised and suggested using 24" box trees along Santa Monica Blvd. and along Highland Ave.

d. *Romano was asked what would be the greatest way to improve the*

look of the BID. Romano responded by saying sweeping and cleaning and pressure washing sidewalks. Also she added more trash removal and pickup.

XII. Highland Ave. Median Signage

Groeper said some time ago there was a proposal for a median HMD monument sign to be located on the northern most Highland Ave. median. It was mentioned that the design firm that had done the design proposal, Ultra Signs, was no longer in business. There was discussion as to resurrecting this idea and to consider the location to be one of the new medians to be constructed.

XIII. Committee name change

It was proposed to rename the Clean Committee to the Clean and Green Committee. All agreed with this.

XIV. New Business

None

XV. Adjournment was at 2:55pm.

HOLLYWOOD MEDIA DISTRICT BID
Meeting of CLEAN & GREEN COMMITTEE

Musicians Union – Hollywood, CA

Thursday, June 2, 2016 – 2pm

MEETING MINUTES

Attending: C. Cassella, R. Groeper, T. Lee

Absent: S. Loverro, J. Massachi

Guests: J. Omahen, S. Romano, L. Schechter

I. Call to order

Chair Groeper called the meeting to order at 2:10pm.

II. Introductions and Public Comments

Goldman

III. Approval of meeting minutes (Motion)

Minutes of Thur., May 5, 2016 Clean & Green Committee meeting read by Committee Members. It was mentioned the word 'bases' on page 2, Item IV. b., first line should be 'base', and on page 2, Item IV. d., first line 'Romano' should be replaced by 'Cassella'.

On a Motion by Cassella, seconded by Lee, the Clean & Green Committee voted to approve the minutes with correction and change.

IV. BID trees

Romano was asked what is the cost for watering BID trees one additional day per month along Santa Monica Blvd. and Highland Ave. She said it is \$950 extra per month, and this additional watering began on June 1st. Romano said currently the watering schedule for these two streets is once a month. It was mentioned that the additional watering will be brought back up after Oct. 1st for consideration as to continuing through the cooler months. Romano was asked what would be the cost for more watering of trees along other streets in the BID. Romano said young newly planted trees should be watered for the first 5 years, and the BID has 29 of these young trees and they are watered once a month. She said that she will get back to the Committee once she can work up a strategy and do a cost estimate for additional water of the 29 young trees.

Schechter said she had order some tree watering bags, and she gave Romano 10 of them.

Romano said she will use the bags on the 10 new trees to be planted along Highland Ave. and Santa Monica Blvd.

Romano mentioned she received a grant that will give her 20 trees that are in 24" boxes. She said 10 of these trees will be planted in the BID, and later she will have more details.

V. New Business

None

VI. Adjournment was at 2:55pm.

HOLLYWOOD MEDIA DISTRICT BID
Meeting of CLEAN & GREEN COMMITTEE

Musicians Union – Hollywood, CA
Thursday, July 7, 2016 – 2pm

MEETING MINUTES

Attending: C. Cassella, R. Groeper, S. Loverro, T. Lee

Absent: J. Massachi

Guests: L. Goldman, J. Omahen, S. Romano

- I. Call to order
Chair Groeper called the meeting to order at 2pm.
- II. Introductions and Public Comments
none
- III. Approval of meeting minutes (Motion)
*Minutes of Thur., June 2, 2016 Clean & Green Committee meeting read by Committee Members. **On a Motion by Loverro, seconded by Lee, the Clean & Green Committee voted unanimously to approve the minutes.***
- IV. LABT cleaning and trash removal
Romano reported for last month they had removed 1392 bags of trash, picked up 248 items left along streets and parkways, and painted out 2000 sq. ft. of graffiti. Romano also mentioned the issue of some businesses using and over filling the BID trashcans.
- V. BID trees
Romano reported that the potential for getting an LABT grant for some 24" boxed trees for the BID may not work out. She mentioned that trees along Santa Monica Blvd. and N. Highland Ave. are now receiving two extra waterings per month. Goldman asked Romano about vitamin K, which is potassium rich and helps tree roots absorb more water. Romano said she knows about this. Loverro asked about two trees that were removed along N. Highland Ave. in front of the Starbucks. Schechter said she knows about this and has contacted the City asking why and about replacements. Schechter said she has not yet heard back from the City. Groeper asked Schechter about tree trimming, and she said after she returns from vacation she would have some bids for this. Romano also reported that she has more crews and weeding in the BID has been stepped up.
- VI. N. Highland Ave. medians
Groeper mentioned that the two new medians along N. Highland Ave. are now under construction, and he asked Romano if she knew about the plan for landscaping and irrigation. Romano said there would be a drip irrigation system, but did not know about the landscaping plan. There was concern that the two new medians would match and be consistent with the

existing medians, and Groeper said he would ask Ferris Wehbe about the landscaping plan. Goldman asked Romano to prepare a proposal with costs for relandscaping the existing six medians. Romano said she would do this, and she added that the cost per median would be approximately \$6000 each.

VII. New Business

Groeper mentioned the once proposed HMD monument sign for a median on N. Highland Ave. He asked staff to investigate what costs for this would be.

Groeper asked Schechter about the possibility of changing some street sweeping hours in the BID and setting up a meeting with Street Services to discuss this. Schechter said she would be following up regarding this and would let Groeper know.

Groeper mentioned the possibility of Uber and Lyft giving a discount to Media District clients, and he asked Schechter to follow up about this.

VIII. Adjournment was at 2:50pm.

*Submitted by HMD Secretary, Carol Cassella
Prepared by HMD Operations Manager, Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of CLEAN & GREEN COMMITTEE

Musicians Union – Hollywood, CA
Thursday, August 4, 2016 – 2pm

MEETING MINUTES

Attending: R. Groeper, T. Lee, J. Massachi

Absent: C. Cassella, S. Loverro

Guests: L. Goldman, J. Omahen, S. Romano, J. Varet, F. Wehbe

I. Call to order

Chair Groeper called the meeting to order at 2:15pm.

II. Introductions and Public Comments

none

III. Approval of meeting minutes (Motion)

*Minutes of Thur., July 7, 2016 Clean & Green Committee meeting read by Committee Members. **On a Motion by Lee, seconded by Massachi, the Clean & Green Committee voted unanimously to approve the minutes.***

IV. BID Trees

a. Replacement trees

*Groeper asked Romano because she did not receive an LABT grant for trees, could she move forward with replacing the Media District's missing trees with 24" boxed trees. Romano said the cost for purchase and planting a 24" boxed tree is \$350, and she added that the BID has approximately 30 missing trees. The calculated cost for 30 of these trees would be \$10,500. **On a Motion by Massachi, seconded by Lee, the Clean & Green Committee voted unanimously to recommend to the Board of Directors to approve an expenditure of \$10,500 for the purchase and planting of 30 replacement 24" boxed trees in the BID.***

b. Tree trimming bid

Schechter said she will be contacting West Coast Arborists and discuss tree trimming options and costs, and she will report back to the Committee.

V. N. Highland Ave. medians

Romano handed out a plant list of proposed plantings for the two new medians on N. Highland Ave. Wehbe explained some details regarding the landscaping plan, and he mentioned that the project now has the needed funding. Wehbe added that the estimated costs for landscaping the two new medians is approximately \$100,000. Romano was asked about the costs to upgrade the BID's existing six medians, including some replanting and a better drip irrigation system. Romano said she would work up an estimated cost per median and get back to the Committee.

- VI. Possible monument HMD sign on new N. Highland Ave. median
Groeper mentioned that a HMD monument gateway sign had once been proposed for a median. Groeper asked Wehbe about the possibility of putting such a monument sign on one of the new medians. Wehbe said the medians are now under construction.
- VII. Changing street sweeping hours in the BID
Groeper asked Schechter to investigate what the possibility of this would be. Schechter said she would make some contacts and report back to the Committee.
- VIII. Discounts to and from Media District, Uber and Lyft
Schechter reported that she had made a few calls and that the possibility for this would be very unlikely.
- IX. New Business
 - a. *New trash receptacles: Schechter reported that the BID's 15 new trash receptacles have arrived and are currently be stored at Hollywood Center Studios. Groeper said he would like the Committee to be involved in deciding where they will be placed.*
 - b. *Wehbe mentioned that BuzzFeed may be moving to a location on N. Highland Ave. in the BID.*
- X. Adjournment was at 2:50pm

*Submitted by HMD Secretary, Carol Cassella
Prepared by HMD Operations Manager, Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the CLEAN & GREEN COMMITTEE

Musicians Union – Hollywood, CA
Thursday, September 1, 2016 – 2pm

MEETING MINUTES

Attending: L. Goldman, R. Groeper, T. Lee, S. Loverro

Absent: C. Cassella, J. Massachi

Guests: E. Higvera, C. Martinez, J. Omahen, B. Rios, S. Romano, L. Schechter

- I. Call to order
Chair Groeper called the meeting to order at 2:10pm.
- II. Introductions and Public Comments
Becky Rios introduced herself and said she is with Lincoln Properties.
- III. Approval of meeting minutes (Motion)
Thur., Aug. 4, 2016 Clean & Green Committee meeting.
On a Motion by Goldman, seconded by Loverro, the Clean & Green Committee voted unanimously to approve the minutes.
- IV. BID Trees
 - a. Replacement trees
*Romano told the Committee she is moving forward with the BID's request to plant 30 new trees. Romano was asked if 30 trees are enough. Romano said there are more than 30 trees needed to replacing missing, damaged, and just empty tree wells. **On a Motion by Goldman, seconded by Loverro, the Clean & Green Committee voted unanimously to approve and recommend 40 new trees to be planted, and this cost would include the watering of these 40 new trees, and the trees would all be 24' boxed.***
 - b. Tree trimming bid
Schechter said she has spoken to Dave Cooper with West Coast Arborist regarding tree trimming.
- V. N. Highland Ave. medians
Romano told the Committee the cost to do improvements to the medians would be about \$10,000 per median. Schechter said this cost would be put in the 2017 Budget. Goldman mentioned that Doug Campbell could give an estimate. Goldman asked Schechter to send her the specifications, and then Goldman will contact Campbell.
- VI. Possible monument HMD sign on new N. Highland Ave. median
Groeper briefly reviewed this matter.

- VII. Changing street sweeping hours in the BID
Groeper and Goldman asked Schechter to check with the City's Department of Street Services as to what streets in the BID could be changed or even eliminated from regular service.
- VIII. New trash receptacles locations
Groeper handed out a map from 2011 showing the locations of BID trash receptacles. There was brief discussion, and Schechter mentioned that new receptacles are needed in the areas of the BID's renewal expansion.
- IX. New Business
There was mention of the several sidewalk pylons in the Media District BID having the Hollywood Entertainment District promo in them. Schechter said she would investigate this and report back to the Committee.
- X. Adjournment was at 2:55pm

*Submitted by HMD Secretary, Carol Cassella
Prepared by HMD Operations Manager, Jim Omahen*

HOLLYWOOD MEDIA DISTRICT BID
Meeting of the CLEAN & GREEN COMMITTEE

1041 N. McCadden Pl. – Hollywood, CA

Thursday, November 10, 2016 – 12pm

MEETING MINUTES

Attending: R. Groeper, T. Lee, S. Loverro
Absent: C. Cassella, J. Massachi
Guests: Cesar HBT, J. Omahen, L. Schechter

- I. Call to order
Chair Groeper called the meeting to order at 12:05pm.
- II. Introductions and Public Comments
none
- III. Approval of meeting minutes (Motion)
Thur., Sept. 1, 2016 Clean & Green Committee meeting.
On a Motion by Loverro, seconded by Lee, the Clean & Green Committee voted unanimously to approve the minutes.
- IV. Update on Highland Ave. medians
Schechter reported she has a meeting scheduled for Thur., Nov. 17th with Doug Campbell to go over estimates for work on the medians. Cesar from HBT handed out a one-sheet greening report, and it included a cost estimate of \$3000 to perform work on one median, the median furthest south on N. Highland Ave. near Melrose Ave. Cesar also reported that the City recommends any work done on the medians be scheduled on a weekend day due to the required lane closure and there being less traffic. He said to complete the work on the one median it would take two weekends.
- V. Possibility of adding another day of alley cleaning
Groeper asked Cesar about the possibility of adding all six alleyways in the BID to LABT's cleaning schedule. The Committee suggested adding one additional day to the cleaning schedule for all alleyways. It was also suggested to recommend this one additional day of cleaning be on a trial bases for three months, and then this would be evaluated as to continuing or not. The Committee also suggested and recommended that to approve one additional day of alleyway clean would be dependent upon the cost for this. The Committee unanimously agreed to approve the additional cleaning of alleyways contingent upon costs; funding would come from current 2016 budget and may continue for an additional month or two in 2017.
- VI. Old Business
Cesar was asked when the BID's 40 new trees would be planted as approved by the BID. He did not know, but it was mentioned that Romano originally had said this would be done in November.
- VII. Adjournment was at 1:30pm

Submitted by HMD Secretary, Carol Cassella

Prepared by HMD Operations Manager, Jim Omahen